



## Building Permit Requirements



**A building permit is required if a property owner intends to construct, enlarge, alter, repair, move, convert, demolish or change the occupancy of a building or structure. Obtaining a permit could be one of the most important actions you can take before starting a home improvement project**

**Below are some of the projects for which a permit is currently required.**

Basement Finishes

Decks / Porches

Furnaces /Heating Appliances (including replacements)

Accessory Structures (Sheds, Garages, Gazebos Etc.)

Interior Remodeling

All Plumbing Work

All Electrical Work

Windows - Replacement or New Installations

**A building permit will be required for the replacement of windows in the following circumstances:**

- 1. All commercial/institutional buildings**
- 2. All residential buildings with four or more units.**

Additions

Swimming Pools / Hot Tub installations

Change of Use or Home Occupation

**If you have any questions, please contact the Inspections Division at (207)874-8703, Monday-Friday, 8am – 4pm. Permit applications can be obtained in the Inspections Division office located in Room 315 of City Hall or on our website at <http://www.portlandmaine.gov/planning/buildinsp.asp>.**

**Our intent is to help the City of Portland residents achieve safe, and code compliant projects.**